

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1 PLEASE FILL IN THE FOLLOWING FOR YOUR EXPENSE REPORT (U.S. \$ ONLY)																								
2	Location/Point of	3																						
3	Location/Point of	3																						
4	Your Name	Eric CHAPOUD																						
5	Department Name	ROD																						
6	Business Purpose	Travel																						
7	Business Purpose	Travel																						
8	Exp Report begin date	7/15/1997																						
9	Exp Report end date	7/18/1997																						
10	Company automobile?	0																						
11	Company automobile?	0																						
12	Company automobile?	0																						
13	Business miles	0																						
14	Charges Payable to	STATE																						
15	Company Car Allowance	Y																						
16	Company Car Allowance	Y																						
17	Company Car Allowance	Y																						
18	Company Car Allowance	Y																						
19	Company Car Allowance	Y																						
20	After filling in the above information, please complete the expense report as normal.																							
21	Account coding at bottom, right of Expense Report. There are three (3) account number																							
22	Account coding at bottom, right of Expense Report. There are three (3) account number																							
23	Account coding at bottom, right of Expense Report. There are three (3) account number																							
24	worksheet should automatically recalculate TRAVEL																							
25	If you have any problems or comments call ext #7431																							
26	To set TTL ES, position ROW 36 as your top line. Position cursor in CELL B39																							
27	To remove User Window. Uncheck Pages																							
28	Using menu, Window. Freeze Pages																							
29	To remove User Window. Uncheck Pages																							
30																								
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33	Eric CHAPOUD																							
34	Depart Name	ROD																						
35	Business Purpose	Model Maker II Training																						
36	Account Number	7182																						
37	Account Number	7182																						
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## Omico

## TRAVEL EXPENSE STATEMENT

U.S. DOLLARS

REMARKS &amp; Other require full

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
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